



NEVADA STATE BOARD OF LANDSCAPE ARCHITECTURE
QUARTERLY MEETING
AGENDA

DATE: *November 15, 2024*

Governor

TIME: *1:00 PM*

BOARD MEMBERS

Melinda Gustin, President/Public Member

Laura Miller, Secretary

John L'Etoile, CLARB Representative

Marc Chapelle Newsletter Editor

Stan Southwick, Outreach

PLACE: **Zoom Meeting**

<https://us02web.zoom.us/j/6555590472>

Meeting ID: 655 559 0472

Phone Via Zoom at: 16699006833, or

mobile at: 6555590472# US (San Jose)

Meeting ID 655-559-0472

**SENIOR DEPUTY
ATTORNEY GENERAL**
Henna Rasul

EXECUTIVE DIRECTOR
Ellis Antuñez

Please Note: The Nevada State Board of Landscape Architecture may 1) take agenda items out of order; 2) combine two or more items for consideration; 3) remove an item from the agenda or delay discussion related to an item at any time. Reasonable efforts will be made to assist and accommodate individuals with disabilities who wish to attend the meeting. Please, contact Ellis Antuñez at (775) 971-4410 (landscapeboard@nsbla.nv.gov), in advance, so that arrangements can be made.

1. CALL TO ORDER-, President

A. Roll Call of Board Members

B. Establish Quorum.

PUBLIC COMMENT PERIOD Action may not be taken on any matter brought up under public comment until scheduled on an agenda for action at a later date. The public may comment by those in attendance at this meeting location or via video conference or telephone using the meeting identification as listed above.

For On-line connection use Zoom Meeting <https://us02web.zoom.us/j/6555590472> Meeting ID: 655 559 0472. For landline phone or mobile phone via Zoom meeting at: 16699006833, or mobile at: 6555590472# US (San Jose) use Meeting ID 655-559-0472. Prior to the commencement and conclusion of a contested case or a quasi-judicial proceeding that may affect the due process rights of an individual, the board may refuse to consider public comment. See NRS 233B.126.



2. DISCUSSION AND POSSIBLE ACTION ON

- A.** Approval of August 23, 2024, Quarterly Meeting Minutes. **(For Possible Action)**

3. LICENSEES AND APPLICANTS (For Possible Action on all items listed below)

- A.** Review, Discuss and Approve the following licensees and Applicants.
- 1) Kiner, Neil – Reciprocity candidate
 - 2) Kim, Amy - Reciprocity candidate

4. OLD BUSINESS (For Possible Action on all items listed below)

- A.** Review and Discuss the contract Big Picture Software.
B. Review and Discuss Contract for Small Office Management Services, LLC.

5. NEW BUSINESS (For Possible Action on all items listed below)

- A.** Legislative Report new proposed bills
- 1) BDR 51-301 Combining boards
 - 2) Review and discuss information from November 14, 2024, meeting with NVASLA chapter Executive Committee.
 - 3) From 2023 Session: Senate Bill 431 Places Boards & Commission under Business & Industry Division
- B.** Rules of Practice Review – per NRS 233B.050.1.(d)
- 1) Review the Board's rules of practice review at least every 3 years and file with The Secretary of State.

6. EXECUTIVE DIRECTOR REPORT- Ellis Antuñez (For Possible Action on all items listed below)

- A.** 1) Discussion and possible action on Financial Operations Update
- 1) Review and Discuss Fiscal Year Reports.
 - a) Budget Overview to Date.
 - b) Year to Year-to-date Comparison for FY24 to FY25
 - c) Account balances
 - 2) Review, Discuss and Approve Budget adjustments for Fiscal Year 2025
 - a) Changes to Budget line- item amounts
 - b) Accounting Procedure Software Change
- B.** Governor's Office of New Americans
- 1) Language Access Plan
 - a) In contact with the Office of New Americans
 - b) A grant is available to help with implementation.
- C.** Newsletter for FY25
- 1) Highlighted person
 - 2) Article Ideas
- D.** Professional and Occupational Licensing Boards Administrative Collaborative update.

7. Review and discussion of matters pertaining to the Council of Landscape Architecture Registration Board & American Society of Landscape Architects Report – John L'Etoile (For Possible Action of all items listed below)

- A.** Review and Summary - CLARB Annual Meeting in Buffalo, New York, September 19 – 22, 2023 and Licensure Summit Sept. 16-18, 2024
- B.** Election Packet for Annual Meeting.
- 1) Vote for President-Elect & 2 Advisory Council Members
- C.** In-The-Know Webcasts



- D. Nevada ASLA representative report.
 - 1) State and Northern Section Report
 - 2) Government Affairs and Licensure Committee Report

8. DISCUSSION AND IDENTIFICATION OF TOPICS FOR FUTURE MEETINGS All Board Members (Discussion Only)

9. DISCUSSION OF MEETING DATES AND LOCATIONS FOR Fiscal Year 24 (For Possible Action on all items listed below)

- A. February 21, 2025 Quarterly Meeting
- B. May 16, 2025, Budget Meeting
- C. June 6, 2025, Annual Meeting

10. PUBLIC COMMENT PERIOD Action may not be taken on any matter brought up under public comment until scheduled on an agenda for action at a later date. The public may comment by those in attendance at this meeting location or via video conference or telephone using the meeting identification as listed above.

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11. ADJOURNMENT

At the discretion of the Chair, public comment is welcomed by the Board, but will be limited to five minutes per person. A public comment time will be available at the beginning of the meeting and then once again prior to adjournment of the meeting. The Chair may allow additional time to be given a speaker as time allows and at his/her discretion. Once all items on the agenda are completed the meeting will adjourn.

Prior to the commencement and conclusion of a contested case or a quasi-judicial proceeding that may affect the due process rights of an individual, the board may refuse to consider public comment. See NRS 233B.126.

Anyone desiring agenda or supporting Materials regarding any board meeting is invited to call or email the Executive Director, Ellis Antuñez at (775) 971-4410 or by email at landscapeboard@nsbla.nv.gov and is available on the web site: <http://landscapeboard.nv.gov/Agendas.html> The agenda and supporting materials may also be picked up in person at 1755 E. Plumb Lane, Suite 107, Reno, Nevada 89502



In accordance with NRS 241.020, this public notice and agenda was posted on or before August 8, 2022 on the Nevada State Board of Landscape Architecture website, <http://nsbla.nv.gov>, the State of Nevada's Public Notice Website, <https://notice.nv.gov> for specific locations see the following:

- a. Nevada State Board of Landscape Architecture, 1755 E. Plumb Lane, Suite 107-C, Reno, NV 89502
 - b. Nevada State Board of Landscape Architecture Website:
<https://www.nvbla.org/about/meetings/index.asp>
 - c. Nevada Meeting Notice Website:
<https://NV.GOV>
- The Board reserves the right to change the order of items (other than those items posted with a specific date and time) on the agenda. Agenda items may be taken out of sequence to accommodate persons appearing before the Board and/or to aid in the effectiveness of the meeting.
 - The Board is pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. If special arrangements are necessary, in this regard, please notify Ellis Antuñez at 1755 E. Plumb Lane, Suite 107-C, Reno, NV 89502 or by mail at 1755 E. Plumb Lane, Suite 107-C Reno, NV 89502, or at 775 971-4410 as soon as possible prior to the date of the meeting.
 - This Agenda was sent to all requestors for notice in accordance with NRS241.0203B. Persons/facilities must submit a request in writing every six (6) months, NRS241.0204(c).
 - With regard to any Board meeting, it is possible that an amended notice will be published adding new items to the original agenda. Amended notices will be posted in accordance with the Open Meeting Law.



AFFIDAVIT OF POSTING
November 15, 2024

The undersigned affirms that on or before 9:00 AM on November 11, 2024, he/she posted a copy of the Notice of Public Meeting and Agenda for the November 15, 2024, meeting of the Nevada State Board of Landscape Architecture in accordance with NRS 241.020: said agenda was posted at the following location:

Signature	Title	Date & Time of Posting
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